

Pilning & Severn Beach Parish Council

Meeting held on Monday 2nd October 2017 at 7.00pm at Severn Beach School, Severn Beach

COUNCILLORS (8) Mrs FCA Barr MBE (Chairman), Mrs C Woodhouse, Mr M Pruett, Mr N Davies, Alderman P Tyzack, Mrs S Binns, Mrs H Rickards & Mr K Weeks.

Also Present: - Mrs Victoria Bywater (Clerk), Lisa Presland of New Passage and Colin Taylor from Environment Agency

The Chairman asked those present to observe a minute's silence for Edgar Jones and Mary Peters both of Pilning, as a mark of respect, who had recently deceased.

Item Number	Details	Action By
2017-10-1 Apologies for absence	Mrs N Chappell, Mr T Fennell & District Councillor Robert Griffin	
2017-10-2 Declarations of Interest	None	
2017-10-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 4 th September 2017 had been previously circulated. The minutes of the meeting of 4 th September 2017 were agreed as a true record with two minor alterations.	
2017-10-4 Matters Arising	<ol style="list-style-type: none"> 1) VB updated the meeting that no response had yet been received from Basil Jackson. VB to chase up response. 2) FCAB reported that the Memorial Garden had been weeded but required bark to be added to prevent re-growth of weeds. VB to ask Tim Dark to add bark to garden area. 3) MP reported that the area on the boundary of Pilning Playing Field and Northover Court was low level trees and brash. MP offered to meet with a tree expert to decide which trees to leave to grow and which ones to cut back. 4) PT reported that the brambles on Stride Close had still yet to be cut back. VB to chase up this work. 5) FCAB advised the meeting that work on the Burger Bar had ceased due to planning conditions on the site. 	<p>VB</p> <p>VB</p> <p>MP</p>
2017-10-5 Correspondence	<p>Please see Appendix A</p> <ul style="list-style-type: none"> • KW questioned the need for road closure on the B4055 at weekends. • It was agreed that PT would attend the ALCA AGM • PT requested that correspondence magazines are passed on 	
2017-10-6 Accounts for Payment	<p>Please see Appendix B</p> <p>Accounts for payment were approved by all present.</p>	
2017-10-7	The meeting heard from Colin Taylor on behalf of the Environment	

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<p>Public Participation</p>	<p>Agency with an update on the plans for the sea wall flood defence and ecology mitigation. He advised the meeting that local residents were in support of the sea wall flood defence and ecology mitigation proposals but concerned about the visual impact and loss of trees/ hedgerows. Regarding the visual impact, plans were shown to those present which showed a dwarf wall with a glass parapet. He also confirmed that a landscaping plan would form part of the planning application and that all public rights of way would be diverted and not stopped up during works.</p> <p>The meeting heard from Lisa Presland of New Passage regarding the sea wall flood defence and ecology mitigation which propose to remove 500 Poplar Trees and 3km of hedgerow. Lisa was able to show to those present pictures of owls and buzzards who use the trees for hunting.</p>	
<p>2017-10-8 Reports</p>	<p>Pilning Playing Field Report 30th September 2017 - SCB</p> <p>The playing field is tidy and almost litter free. The old bin in the play area is still there. The grass has been cut and there are grass cuttings turning brown on top of the grass, but not causing too much of a problem. Overall appearance is tidy.</p> <p>We are still awaiting the new play equipment which should make a great difference. In comparison to the Severn Beach site the playing equipment at Pilning looks tired and dull.</p> <p>The small three seater bouncer needs the nettles removed from underneath it. The tilt ring has a small hole which can allow water in, is this a problem?</p> <p>If we wish to paint lines and games on the tarmac area we need to establish if it is an appropriate surface given the amount of grit on the top. Having looked on line at prices we would probably be looking to spend £2-2500, depending on state of surface.</p> <p>Report of The Severn Beach Community Library Working Group - HR</p> <p>Following discussions at recent Parish Council Meetings, and the decision to set up a Working Group, we had our first meeting on 21 September 2017.</p> <p>The meeting was very positive.</p> <p>There are 6 members in the Group, drawn from the Parish Council and Severn Beach Village Hall Committee.</p> <p>The aim of the Group is to set up a Community Library under the scheme of the South Gloucestershire Library Service to support a network of such libraries.</p> <p>We would also offer refreshments and newspapers to encourage a social dimension.</p>	

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	<p>To facilitate the library, the plan is to enlarge the committee room in the SB Village Hall by removing a partition wall.</p> <p>These are the costs involved:</p> <p>SET-UP COST:</p> <ol style="list-style-type: none"> 1. demolition (labour and skip) c£500 - no charge - Helm 2. project management c£500 - no charge - Helm 3. *electrical work £300 + materials (Light Assistance) 4. *plumbing - tba 5. *doors and locks c£400 - Helm carpenter at cost 6. *front door and enlarged step (if needed for easy access) c£1500 and c£200 Helm at cost 7. *paint c£60 - volunteer painters 8. carpet c£250 - possible donation via Helm 9. Book shelving, c£2500 – free from SG 10. furnishings and computer. c£3000 - grant application to Merlin. 11. book stock zero - supplied by SG 12. *WiFi installation £50 -£275 (very much varies with deals at the time) <p>ON-GOING Cost:</p> <ol style="list-style-type: none"> 1. staff costs zero(volunteers) 2. staff training zero – SG 3. online access to Library catalogue and management system zero - SG 4. *committee room hire £10/12 per hour of opening 5. insurance building and furniture contents covered by village hall policy <li style="padding-left: 40px;">staff and public liability by Parish policy <li style="padding-left: 40px;">stock covered by SouthGlos 6. *WiFi c£20 month possible share with Scouts for De-Fib 7. Refreshments and newspapers.- paid from donations for refreshments and sale of second hand books. <p>*Funds are needed for these items.</p> <p>The Severn Beach Community Library Working Group asks if the Parish Council will pay these expenses. The project has raised very positive interest in the village.</p> <p><u>Viridor Community Liaison Meeting – 21st Sept 2017 – KW</u></p> <p>KW reported that the only customer for the site is Somerset Council and would be bringing one lorry per 4.5mins into the site during opening hours of 7am to 7pm every day. A 30 MPH area will be set up during construction and possible improvements to the junction. The construction will be auger driven piles so should not cause such a nuisance at the recent Amazon building.</p> <p><u>Town & Parish Council Forum – 2 October 2017 – PT</u></p>	
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	<p>PT reported that there had been a presentation from Patrick Conroy regarding the work on the Policies, Sites and Places and that 250 green spaces had been confirmed. The settlement boundaries were under review and Patrick Conroy offered to update the parish councils individually on this process. VB to ask Patrick Conroy to attend a future parish council meeting.</p> <p>PT further reported that Dick Whittington of the West of England Rural Partnership had presented on community rights to plan/ build and advised to register community assets.</p> <p><u>Edmonds & Cole – MP</u> MP reported that he had attended a recent meeting where all available funds had been distributed.</p> <p><u>Sevenside Community Engagement – FCAB</u> FCAB reported as follows;</p> <ol style="list-style-type: none"> 1) A preview of the new Concorde Museum had been given 2) District Councillor area boundaries had been discussed with the inclusion of Easter Compton and Hallen into Pilning & Severn Beach Ward. 3) Colin Williams-Lock due to retire at the next meeting along with PC P Wozniak. 	VB				
<p>2017-10-9 Ongoing Business</p>	<ol style="list-style-type: none"> 1. To agree financial support for the building works for the community library at Severn Beach Village Hall <p>HR had previously circulated the report on the works to start up the Community Library (see item 2017–10–8)</p> <p>Discussion followed and then a vote was taken on the proposal by KW that the library should be called ‘The Parish Council Community Library’, all in favour.</p> <p>HR updated the meeting that a grant had been applied for from Merlin Housing Association and S.Glos Council had donated the expensive shelving required.</p> <p>It was agreed that VB would include within the InView article a request for assistance from local companies.</p> <p>HR proposed that the remainder of the money up to £1000 should be made available by the Parish Council for the rest of the set up costs, seconded by CW, 6 for, 1 against, 1 abstained.</p> <p>FCAB updated the meeting that the times for the mobile library had been circulated and would start on Thursday October 19th and will visit fortnightly thereafter.</p> <p>The stops are:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">9.40 – 10.00</td> <td>Almondsbury Village Hall</td> </tr> <tr> <td>10.20 – 10.35</td> <td>Fox Pub, Easter Compton</td> </tr> </table>	9.40 – 10.00	Almondsbury Village Hall	10.20 – 10.35	Fox Pub, Easter Compton	VB
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	<p>10.55 – 11.15 Hi Ways Caravan Park, Hallen 11.35 – 11.55 Abbot Road, Severn Beach 12.05 – 12.25 Salthouse Farm, Severn Beach 12.40 – 13.00 Cross Hands, Pilning</p> <p>2. Local Major Developments- nothing to report</p> <p>3. Village Halls/Playing Fields</p> <p>a) Update regarding Severn Beach Village Hall – PT has previously circulated the minutes from the previous meeting of the management committee.</p> <p>b) Update regarding Pilning Village Hall & Playing Field VB reported that the management committee had informed the Parish Council that the grass cutting was causing clumps of grass which are killing the grass underneath. Discussion followed and it was agreed that the current grass cutting programme would be continued because the clumps are due to wet grass.</p> <p>SCB updated the meeting on her findings regarding the painting of the tarmac area and it is somewhere between £2- £2.5K depending on the state of the surface. FCAB requested that SCB present the final costings to the Finance Committee in December ahead of precept.</p> <p>PT requested that the gate from the playing field is cleared of hedge and brambles so the school could use the field if they wanted to. SCB and VB offered to meet with the new head of St Peter’s Primary School to discuss.</p> <p>c) Update regarding the extension at Pilning Village Hall – nothing to report</p> <p>4. Update on allotment sites FCAB reported the ongoing issue with keys not being returned by former allotment holders at Severn Beach. FCAB proposed issuing new keys to 2018 holders, all agreed. KW reported that the gate post had still not been repaired by S.Glos Council. VB to chase.</p> <p>5. Update on Cemeteries FCAB reported that the cemeteries are all in good order but she had yet to arrange the gravel with Tim Dark. SCB reported that the new graves in the lawn cemetery are getting weeds on them. FCAB advised that the graves would be turfed once the ground had settled which can take some time.</p> <p>6. Update from councillors regarding local village matters</p>	
		SCB
		SCB/ VB
		VB/ FCAB
		VB

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	<p>SCB updated the meeting that John Luke had completed the work on the post for the flag pole/ life belt and confirmed she had thanked him on behalf of the Parish Council.</p> <p>SCB noted that some of the anti-dog fouling stencil painting had faded. ND confirmed he would re-paint when time allows.</p> <p>SCB updated the meeting regarding the memorial bench on the sea wall. Mrs Rogers has been confirmed as the owner of the jetty. ND agreed to provide SCB details of the owner of the land adjacent to his property.</p> <p>FCAB reported that the white lining work was poor.</p> <p>KW reported cars waiting on the double yellow lines outside the station.</p>	<p>ND</p> <p>ND</p>
<p>2017-10-10 Planning</p>	<p>VB reported that Mr & Mrs Moir of Northwick Road, Pilning had requested advice on procedures relating to planning applications which are in breach of the conditions. VB had advised Mr & Mrs Moir to report any breaches of conditions to any planning application to S.Glos Council.</p> <p><u>Prior Notification for change of use</u></p> <p>PT17/4137/PNFU – Church Farm, Northwick Road, Pilning – Agricultural Building to Offices</p> <p><u>General Permitted Development</u></p> <p>PT17/3863/PNA – Land At Northwick Green, Northwick Road, Pilning – Prior notification of the intention to erect an agricultural building</p> <p><u>Appeals</u></p> <p>APP/P0119/X/17/3177336 & APP/P0119/X/17/3176432 – Homeland Cottage, 111 Marsh Common Road, Pilning</p> <p>APP/P0119/W/16/3165761 – Land at Northwick Road, Pilning - Allowed</p> <p><u>Planning Decisions</u></p> <p>PT17/3658/F- Windy View, New Passage, Pilning – Erection of rear balcony – Approve with conditions</p> <p>PT17/3968/OHLE – 6A Redwick Road, Pilning – Electricity pole – No objection</p> <p>PT17/2269/F – Land at Rear of Units 6010/ 6020/ 6030 Western Approaches – Erection of building for B2/ B8 purposes – Approve with conditions</p> <p>PT17/3863/PNA – Land at Northwick Green, Northwick – Prior notification of the intention to erect an agricultural building – No objection</p> <p>PT17/3228/RVC – Guardia, Severn Beach – Variation of condition attached to PT17/2580/NMA – Approve with conditions</p>	

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2017-10-11 Meeting dates	After discussion it was agreed to hold the Finance Committee meeting, Policy Review meeting and the Staff Appraisal on Thursday 14 th December 2017 at 6.30pm at Rednend Farm, Station Road, Pilning BS35 4JW. VB confirmed that the meeting was open to anyone to attend but due to space it would be useful if an indication of numbers was given in advance.	
2017-11-11 Report from S. Glos. Council	None	
Date of Next Meeting	The date of the next Parish Council meeting will be Monday 6 th November 2017 starting at 7pm there being no further business the meeting closed @ 9.55pm.	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
05.09.17	Email	Decision sheet for Cabinet, Monday 4 th September 2017, 2pm	Circulated
05.09.17	Email	ALCA AGM, 7 th October 2017, Bradley Stoke, 10.30am	Circulated
07.09.17	Post	Clerk & Councils Direct – Sept 2017 Issue 113	Circulated
12.09.17	Email	Response from contractor regarding piling – piling to cease on Sundays effective immediately	Circulated
12.09.17	Email	Review of Local Planning application requirements	Circulated
13.09.17	Email	Agenda for Public Transport Forum, Monday 2 nd October 2017, 7pm, Kingswood	Circulated
13.09.17	Email	Agenda for Development Control (West) Committee Thursday 21 st September 2017, 11am, Turnberries	Circulated
14.09.17	Post	Horizon Nuclear Power Community Update Autumn 2017	Circulated
15.09.17	Email	September blog from District Councillor Robert Griffin	Circulated
15.09.17	Email	Latest news from A Forgotten Landscape – Sept 2017	Circulated
16.09.17	Email	The Playing Field autumn newsletter	Circulated
16.09.17	Email	Email from Mr & Mrs Moir regarding Northwick Road traveller site	VB responded
16.09.17	Email	Mr & Mrs I Moir regarding Land Northwick Road Planning Appeal decision	VB responded
18.09.17	Email	Notice of application for a street closure – B4055 10.30am – 12.30pm Sunday 12 th November 2017	Circulated
18.09.17	Email	Agenda for Audit and Accounts committee, Tuesday 26 th September 2017, 2pm, Kingswood	Circulated
19.09.17	Email	Agenda for Scrutiny Commission, Wednesday 27 th September 2017, 10am, Kingswood	Circulated
21.09.17	Email	Notification of replacement mobile library from Thursday 19 th October 2017	Circulated
22.09.17	Email	Update on B4055 road closures	Circulated
22.09.17	Email	Reminder regarding consultation on the West of England Regional Strategy Discussion Document	Circulated

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25.09.17	Email	National news from NALC	Circulated
25.09.17	Email	Agenda for the Severnside Community Engagement Forum on Wednesday 27 th September 2017, 7pm at Easter Compton Village Hall	Circulated
25.09.17	Email	Notice of Positive Activities consultation launch	Circulated
26.09.17	Email	Response from Western Approaches regarding lorry drivers toilet facilities or lack of	Circulated
26.09.17	Email	Town & Parish Council Forum – 2 nd October 2017	Circulated
27.09.17	Email	Correspondence from Pilning Village Hall Management committee regarding standard of grass cutting on the playing field	VB responded
27.09.17	Email	Response from A Forgotten Landscape regarding poster with graffiti	Circulated
27.09.17	Email	ALCA InShort update	Circulated
27.09.17	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Friday 6 th October 2017, 9.30am, Thornbury	Circulated
28.09.17	Email	ALCA Precept Consultation information	Circulated
29.09.17	Email	Agenda for Cabinet, Monday 9 th October 2017, 2pm, Kingswood	Circulated
29.09.17	Email	Update on Planning Policy – Policies, Sites and Places	Circulated
29.09.17	Email	Community Engagement Forums – Election of Chairs and Vice-Chairs	Circulated
29.09.17	Email	Latest News from Severn Estuary Partnership – Sept 2017	Circulated
02.10.17	Email	Update from A Forgotten Landscape regarding the stone being used for the art work projects would now be a Portland Stone	VB reported

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
02.10.17	Mrs V Bywater	Wages + office payment & fuel allowance	920.12	0.00	920.12
02.10.17	HMRC	NI & PAYE	184.97	0.00	184.97
02.10.17	Mr T Dark	Odd jobs	112.50	0.00	112.50
02.10.17	Elm Tree Garden Contractors Ltd	Grass cutting & maintenance 2017/ 2018	187.58	37.52	225.10
02.10.17	Elm Tree Garden Contractors Ltd	Cemetery grass cutting & maintenance	170.00	34.00	204.00
02.10.17	Severnside Wednesday Club	Quarterly payment	250.00	0.00	250.00
02.10.17	Mr Collins	Toilet Key Holder	100.00	0.00	100.00
02.10.17	CFS	Photocopying inc. Welcome Packs	19.34	3.87	23.21
02.10.17	BT	Telephone & Broadband	93.98	18.79	112.77
02.10.17	ALCA	Clerks Training Course	90.00	0.00	90.00
02.10.17	Sutcliffe Play SW	Repairs to play equipment	3049.00	609.80	3658.80
02.10.17	AED Locator (EU) Ltd	Defibrillator annual monitoring charge - The Plough, Pilning	315.00	63.00	378.00
02.10.17	Royal British Legion	Donation for wreath	100.00	0.00	100.00
		TOTAL	5,592.49	766.98	6,359.47

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